

**SELECTBOARD MEETING
TUESDAY, NOVEMBER 15, 2016
SELECTBOARD MEETING ROOM – 7 P.M.
MINUTES**

Present were Members: Chair John R. Hine, Vice Chair Sarah Etelman, Clerk Bruce C. Forcier, Ira J. Brezinsky and Francis J. DeToma; Town Administrator Michael J. Sullivan.

South Hadley Public Library (SHPL) Board of Trustees: Chair Mitchell Resnick, Timna Tarr, Gillian Woldorf, David Morrell, Robert Berwick, Barbara Merchant, Susan Obremski-Crowther and Connie Clancy.

At 7:01 p.m., Chair Hine called the meeting to order, noting that all members were present.

1. APPROVAL OF MINUTES

SB Member Brezinsky moved to approve the minutes of November 1, 2016. SB Member Etelman seconded. The motion passed unanimously 5:0.

2. ANNOUNCEMENTS

This Sunday, November 20th at 1 p.m., the South Hadley Bike/Walk and Canal Park Committees invite the public on a trek to see first-hand the historically rich but little-known treasure of Bicentennial Canal Park and its trails, SB Member Forcier related. Town Meeting members especially are invited to familiarize themselves with the park in preparation for the January Special Town Meeting at which a request to appropriate town funds to upgrade the park will be presented. He urged residents to come “enjoy the breath-taking vistas from the park overlook, discover how important South Hadley and the canals were to each other, and actually walk in the now dry but still visible canal bed.” The walk will take about 90 minutes, and participants may opt to walk only a portion of the trail. People are asked to meet at 12:45 p.m. in the parking lot across from Hubert Place. For more information, he advised people to e-mail bikewalksouthhadley@gmail.com or to access the committee’s Facebook page or website.

Mr. Brezinsky said he is pleased to report that, as the Plains School building project is being closed out, the project has obtained LEED silver certification. This designation will not only save the town money on utilities but will result in an additional 2% reimbursement. Certification just came through this week.

Chair Hine asked if anyone wished to address Selectboard under open forum. Hearing no response, he opened the joint meeting with library trustees for the purpose of filling a vacancy on that board.

SHPL Trustee Chair Mitchell Resnick called the meeting of the library trustees to order.

Chair Hine reminded those present that four candidates are interested in being considered. One candidate withdrew, and Richard Matteson was interviewed November 1st since he was unable to be present tonight. He explained the process to be followed in filling the vacancy. The three candidates present will be asked to come up and explain why they are interested and, after hearing from the candidates, he will accept nominations from the Selectboard and trustees. Once all nominations are received, he will close nominations. He will then give trustees the opportunity to speak and members will vote. Each member will have the opportunity to cast one vote. A majority vote is required, so since there are 13 present, the successful candidate will need seven votes.

BARBARA ERWIN

Mrs. Erwin said she is currently chair of the trustees at the Gaylord Memorial Library (GML). With the possibility of integration pending, she thought it would be a good idea for someone on the Gaylord board to be on the SHPL board. She hoped in turn that someone from the SHPL board would choose to serve on the GML board.

Chair Hine pointed out that there are a lot of joint meetings between the two boards and asked why she felt the need for membership.

Mrs. Erwin said her understanding is that there will be four joint meetings a year. She thinks it would be best to have somebody in attendance at all meetings. She volunteers at the library and is also on the Zoning Board of Appeals and a member of the Lion’s Club. She previously was a hospice volunteer, so she has been doing a lot of volunteer work in the area and in town.

Mr. Brezinsky asked if she could envision any situation where there might be some kind of a conflict; i.e. - issues or circumstances that could come up for consideration where a decision might benefit one library over the other?

Mrs. Erwin said there probably could be some situation where that could happen but if it were to happen she could recuse herself.

SB Member Etelman asked how she thought her participation would be beneficial in the event integration does not go through.

Mrs. Erwin said she thought it would still help to facilitate communication.

Mr. Resnick asked what Mrs. Erwin could bring to the public library board that is different from the other trustees.

Being on the board of trustees of her library gives her insight into the issues faced by SHPL board members since she thinks the libraries have similar issues, she responded.

LESLIE FIELDS

She served on the SHPL building committee and really misses the meetings they used to have; particularly, the opportunity to meet with people in the community and regularly talk about community issues at the library, Ms. Fields related. When she saw this opening she thought she would really like to become involved in that again. She has worked in libraries in archives and special collections for the past 20 years, for the past four years at Mount Holyoke College. She has had a personal love for libraries since she was quite little and has two elementary school children who are quite active library users.

Mr. Resnick asked what she could bring to the board that would expand their perspective.

Having served on the building committee and been privy to hypothetical discussions of programs and space issues, she could bring the perspective of the building committee to discussions of actual programs and issues presently in place, she suggested. Also, she could bring her professional experience and her belief in libraries as a very important part of the democratic process. She mentioned a colleague who is starting a library in Kabul as part of a school project. This student noticed that every town in the United States seems to have a library.

Mr. Berwick asked if she saw any possibility of advancing the relationship between Mount Holyoke College (MHC) and the library.

She thinks there are certainly activities they could do together, Ms. Field responded. The town and college have a very close and long-standing relationship. One MHC student did an exhibition project that was displayed at the library. There are all kinds of programming possibilities that she would be happy to explore, she confirmed.

KIMBEL HARWOOD

He moved to South Hadley in April of 2014 from Pennsylvania, Mr. Harwood related. In Pennsylvania, he served on the library board for six years and for 10 years chaired a new library development committee for a new library which is now being built. He has long been a tremendous advocate for libraries and believes in their importance in the community and even greater importance as a place where people can come together and exchange ideas. Libraries are a great equalizer of a democracy because it doesn't matter how rich or how poor you are; all have access to the library. He is applying for appointment because he is new to the community and would like to get involved in something and this is where he has the most experience.

Mr. Resnick said he had answered his stock question.

Chair Hine reminded members that Richard Matteson had been before them and spoken to them at an earlier meeting. It is always tough to have more people interested in an opening than available slots, he commented. Although only one can be a trustee, he encouraged the others to look for other ways to become involved in the community.

There are many opportunities at both libraries to volunteer, Mr. Resnick assured.

Chair Hine clarified that the appointment is until the municipal election in April at which point anyone interested would have to run to fill the remaining term of Maxine Cechvala. Mr. Brezinsky asked if it would be acceptable to poll applicants as to whether they intend to run in April. With other members' consent, he polled the candidates, and all but Mr. Harwood said they do intend to run.

Chair Hine opened the floor to nominations. **Mr. Resnick nominated Leslie Fields. Mr. Berwick nominated Kim Harwood. Barbara Merchant nominated Barbara Erwin. Gillian Woldorf nominated Richard Matteson.**

Chair Hine offered trustees the opportunity to make comments. As they declined, **he called the nomination of Barbara Erwin to a vote, and SB Member DeToma voted in favor.**

Chair Hine called the nomination of Leslie Fields to a vote, and Mitch Resnick, Timna Tarr, Gillian Woldorf, David Morrell, Barbara Merchant, Susan Obremski, Crowther, Connie Clancy, Sarah Etelman, Bruce Forcier, John Hine and Ira Brezinsky voted in favor.

Mr. Hine announced that Ms. Fields had received a majority vote.

Mr. Resnick thanked all four candidates.

3. LEDGES CHANGE OF MANAGER APPLICATION

Golf course operators are asking the Local Licensing Authority to approve a change of manager from Doug Juhasz to Andy Rogers, the present General Manager, Mr. Sullivan explained. He apologized for the delayed action, noting that it should have been taken care of in the spring.

SB Member Forcier moved to approve the Change of Manager to Andy Rogers. SB Member Etelman seconded. The motion passed unanimously 5:0.

4. RESIGNATIONS/APPOINTMENTS

SB Member Etelman moved to accept the resignation of Bonnie Stretch from the Cultural Council. SB Member Brezinsky seconded. The motion passed unanimously 5:0.

SB Member Brezinsky moved to appoint Paul Lambert to the Cultural Council to a term ending June 30, 2017. SB Member Etelman seconded. The motion passed unanimously 5:0.

5. JOINT MEETING WITH PLANNING BOARD TO INTERVIEW/APPOINT ASSOCIATE PLANNING BOARD MEMBER

Planning Board Members present: Melissa O'Brien, Joan Rosner, David Cavanaugh, Brad Hutcheson; Town Planner Richard Harris.

Since Planning Board Chair Jeff Squires had not yet arrived, members decided to shift the order of the agenda and have the presentation of the redevelopment plan first.

Cathy McCabe of McCabe Associates, consultant to the South Hadley Redevelopment Authority (SHRA), introduced SB Member DeToma and Imad Zubi as chair and vice chair of the SHRA, respectively. The purpose of tonight's presentation is to give some highlights of the redevelopment plan, she shared. The SHRA made a longer presentation to a joint meeting of the Selectboard and Planning Board last June and has been back to the Planning Board since then to give another presentation, she reminded.

She highlighted the vision statement from the "Rise of the Falls," the application submitted to the American Institute of Architects (AIA) Sustainable Design Assessment Team (SDAT) grant program. In creating the redevelopment plan, SHRA members kept this vision of drawing on the Falls' historic and ecological assets in mind and identified goals for furthering that vision. They also adopted the goals of encouraging and supporting existing businesses, attracting new residents and supporting vibrant community institutions such as the library. The new library has been a real catalyst for renewed interest in the Falls, she pointed out.

Members also looked at how the historic canal, Connecticut River and Buttery Brook could be used as assets, as they have often been forgotten or not visible to daily users of the Falls.

The SHRA wants to stimulate private investment in support of the renewal effort but recognizes that there are challenges and that the private sector has not been as interested in the Falls as town officials might like. Members want to expand and preserve the economic and social diversity of the Falls and create job opportunities and housing options to bring the Falls to a more vibrant state.

Ms. McCabe reviewed challenges and opportunities presented by the revitalization effort. South Hadley has two commercial nodes, but there is a lack of critical business mass in the Falls retail district, she observed. However, the neighborhood has assets that are diamonds in the rough. Construction challenges for new investment include the fact that there is a lot of ledge, steep slopes and floodplain, and many have commented on the lack of a grocery store. Opportunities include the historic canal and Connecticut River, the library, E-Ink and Mohawk Paper. While the nation has been in recession and the area is still feeling some residual effects, the valley has seen some improving economy and proponents would like to ride that wave [of progress], she shared.

SHRA members see the Smart Growth Overlay District as an asset and appreciate the commitment the town has made to the Redevelopment Authority, she added. In addition, as the SDAT report notes, the Falls has "good bones" for a walkable village and walkable communities are something sought after and valued in today's economy.

Ms. McCabe displayed the outline of the target area identified by the SHRA for redevelopment efforts. In some cases, an assembly of smaller lots is needed in order to make properties within the area more attractive to developers. Consultants did a building conditions

survey that found deferred maintenance on a lot of buildings, particularly in the residential areas. This is an example of where a home rehabilitation program could be very valuable to a lot of people, she suggested.

As part of the urban renewal process, a public hearing must be held, and the Selectboard needs to make a finding as to whether a blighted open area, decadent area or substandard area exists. The target area identified meets the definition of a blighted open area as well as a decadent area because of all the deferred maintenance, she asserted.

Key Development Focus Areas of the redevelopment plan include Main Street, the library/West Main Street/Canal Street area, the Gaylord Street area, residential neighborhoods in the falls and the Connecticut River and Buttery Brook. Members see creation of a multi-use path along the river, interpretative signage for South Hadley's historic canal and daylighting Buttery Brook as ways to increase connectivity to and appreciation for these assets and spur interest in the Falls as a "neighborhood of choice" rather than a second or third choice.

The question has been raised as to how the town is going to pay for redevelopment, Ms. McCabe related. She stressed that the redevelopment plan is a 20-year plan so that when people see the figure of \$47 million, they are really talking about an average annual cost of \$2.3 million. There are no grants for urban renewal anymore. However, they see many of the capital improvements such as construction of multi-use paths, street and sidewalk improvements, traffic calming and the daylighting of Buttery Brook as being eligible for grants such as Transportation Improvement Program (TIP) funding, environmental grants or the MassWorks program. Also, the plan includes some items town officials may already be budgeting for, such as stormwater drainage improvements and new water mains, which typically are DPW and Fire District expenditures. Also, some would argue that maintaining sidewalks and crosswalks is typically a municipal expense but SHRA members have allocated money for these projects as part of the financial plan.

With regard to the Implementation & Administration line item, members allocated 10% of the overall budget to this category, Ms. McCabe explained. There is interest on the part of the RDA in having annual support from the town in the neighborhood of \$100,000. Approving the financial plan does not mean town officials have endorsed the proposal to pay this annual stipend, she stressed. The goal of the urban renewal plan is to set the stage by making targeted municipal investments that will serve as a catalyst for private investment. The intent is to use public funds judiciously and strategically. The urban renewal plan "sets priorities for the area," she asserted. Residents have a Master Plan for the town; this is a more focused plan that focuses on the falls.

She mentioned some of the specific resources that might be available, including transportation funding such as TIP's and FAST (Fixing America's Surface Transportation). Ms. McCabe went on to identify some of the anticipated benefits at full build out. The itemized list includes the following projected outcomes:

- New residential housing units – 105 + units
- Net increase in new real estate taxes - \$332,000 annually at 2016 rates.

She tends to project conservatively having seen optimistic projections, Ms. McCabe advised. Some years the town would actually have decreases in tax revenues because of demolition.

- Construction jobs in private development – 288 construction jobs
- Anticipated new private investment (in terms of real estate; not counting private investment in individual homes) - \$50 million
- Estimated construction jobs from public improvements - 110 construction jobs
- New permanent full-time equivalent jobs – 10 to 25 in new space (possibly more); 25 to 100 by filling existing vacant space such as space on Gaylord Street. The trend in manufacturing is that more and more space is being used by equipment and less by employees, she noted.

The SHRA developed several different job creation strategies; i.e. - enhancing the falls as a place to do business, developing an entrepreneurial ecosystem with features such as incubator spaces and creating sites for potential new development, such as the corner of Bridge and Main, she related.

WALKABILITY

Ms. McCabe emphasized the importance of keeping South Hadley competitive and perceived as a place of interest. Nationally, 77% of home buyers prefer communities with sidewalks and places to take walks. The suburban model of cul-de-sacs is no longer the preferred housing environment; people prefer walkability. The real estate investment community has found that walkability adds value to existing properties, whether it's office, retail or industrial. Enhancing the falls enhances South Hadley as a whole, she noted.

Quality of place makes a difference in a town's economic success and from a commercial perspective, she added.

Chair Hine noted that this is the first presentation in the Selectboard Meeting Room with the wall-mounted monitor. He offered thanks to Mr. Sullivan and Bob Smith.

Members asked questions and offered comments. Ms. Etelman said the presentation provided a good overview without a whole lot of specifics. She asked at what point there would be a discussion of specifics and what the plan is for soliciting public input.

Ms. McCabe gave an overview of outreach efforts to date. The SHRA set up an advisory committee which meets two or three times a year, and SHRA members went over all projects and reviewed the draft plan with this board.

The SHRA has also been very conscious of maintaining contact with the South Hadley Falls Neighborhood Association (SHFNA), since members are aware that they are almost working on a neighborhood-based plan. THE SHFNA has been given regular monthly updates on the SHRA's work. Overall, the neighborhood association has been very supportive and has offered comments and suggestions. For example, SHFNA members vocalized a lot of concern about traffic and the safety of kids walking and really argued for traffic calming. They were particularly concerned about the speed of cars coming down Main Street from the direction of Chicopee, and the SHRA has included traffic calming, sidewalks, crosswalks and related measures within the plan in response.

The Bike/Walk committee had a lot of concerns, and there has been a lot of exchange with that committee. The SHRA also met with the Planning Board several times. There was some discussion about the best format for improvements at the corner of Bridge and Main. The RDA's position is that the intersection needs to be enhanced for all modes of transportation and that there needs to be robust public participation in its design. The other goal for the corner is that it be a real gateway to the falls. Members' intention is to not get hung up on a specific design but rather to retain the right professional services to look at the intersection from a performance standpoint and to have a robust public process to achieve the goal of enhancing safety for all methods of transportation.

Ms. Etelman asked when that public process would come in, and Ms. McCabe said she thought it would be after a redevelopment plan is approved. The plan now states that the SHRA has identified three potential alternatives and intends to have a robust public process, she said.

Her concern is that there truly be an exchange with residents and that there be plenty of opportunity for public participation, Ms. Etelman clarified.

The SHRA has also partnered with Know Your Town (KYT) to provide a public forum for discussion and has held meetings with 40 or 50 people present, Ms. McCabe related. The plan is to have a robust planning process for some of the projects as the plan enters a design phase. It is not possible to deal with the details of design in an urban renewal plan; it is more appropriate for the design phase, and the SHRA is fully committed to this step, she maintained.

Communicating the complexity of the plan to the public is a challenge that members have tried to meet in a variety of ways, Mr. DeToma observed. There is probably more that they can do. The advisory committee is scheduled to meet December 15th. They will hold a public hearing after that and advertise its date as widely as possible, he assured.

Mr. Harris asked that they consider making the advisory committee meeting earlier since he will be here for the 14th but not the 15th.

Mr. Brezinsky voiced two concerns. With regard to finances; he asked what portion of the overall \$47 million budget is expected to come from local sources. He would like more detail as to how the subsidy for this project compares to town-wide subsidies and to know historically how much money on average has been invested and used in the falls as compared to other parts of town. In talking about economic redevelopment, it is important to talk about government vs. private investment and to identify what return on investment town officials are expecting. Mr. DeToma sent members some information on projected financial outcomes, he said.

Ms. McCabe said she shared his concerns. Some of that is difficult to do, but she would take that as a challenge, she stated.

His other general concern is how town officials can expect the two boards (the Redevelopment Authority and the Planning Board) and the Planning Department to work together.

The RDA is a separate unit of government from the town; the two are "kissing cousins," so to speak, Ms. McCabe reminded. The Planning Board is part of the Town of South Hadley. The redevelopment statute clearly anticipates municipalities working together. Towns have used different models of collaboration. When there is a new entity it means everyone has to make some changes in how they do business, she suggested.

In terms of staffing, that has not been prescribed but is something the RDA needs to work on as an entity and in conjunction with the town, Ms. McCabe continued. The RDA cannot expect town resources and assistance but Mr. Harris has graciously been working on the Massachusetts Historical Commission (MHC) grant and Mr. Sullivan has been very supportive. The relationship is "going to evolve to some extent," she proposed.

The Planning Board is responsible for changes to zoning bylaws, overlay districts and permitting processes, so he would think the RDA might require its help for amendments to accommodate redevelopment, Chair Hine remarked. He expressed the opinion that the two boards will have to work together to make sure they have a common vision.

They have tried to establish a dialogue with the Planning Board, and it is an emerging relationship, Mr. DeToma reported. They are trying to find a way to work together with these very valuable boards. They are working towards some sort of structure and so far he thinks they are on the right path, he concluded.

Joan Rosner solicited the perspective of fellow Planning Board members.

Melissa O'Brien said she agreed with what had been said and thinks it is a legitimate concern. She would like to know how the RDA plans to integrate town entities in its activities.

That is beyond the scope of the plan, Ms. McCabe responded.

While it may be beyond the scope of the plan, it is incumbent on the RDA to develop and present an implementation strategy, Mr. Harris suggested. Town Meeting tends to ask a lot of questions, and he would suspect members are going to be asking that question.

The presentation suggests there is going to be a \$100,000 annual appropriation to fund redevelopment efforts, SB Member Brezinsky observed. It is absolutely appropriate to ask how much capacity exists within town government to carry out this work, he asserted. If the town is going to make this additional investment in an operating budget, it should be completely vetted out and decided ahead of time what that [budget] is going to look like.

Ms. McCabe agreed there are both fiscal and capacity considerations. Town officials also have to deal with the perception of the community, and South Hadley is not known as a pro development community. There is an emphasis on preserving historical character and heritage and the challenge is balancing that with encouragement of new development.

If he is a Town Meeting member, he is going to want to know the extent of the town's commitment toward the redevelopment plan, Chair Hine remarked. He thinks people may hear that number (\$47 million) and say, "We can't afford that."

What key things in the plan is the RDA looking for the town to support and fund, he asked rhetorically.

With grants, sometimes local matches are required, Ms. McCabe responded. The RDA is not looking at the town as the first line of defense, she assured. They could take another pass at the financial plan and highlight that, she said.

Referring to Mr. Brezinsky's mention of a return on investment, if proponents are trying to sell the plan, they need to have specific outcomes that will be much closer than 20 years from now, Mr. Cavanaugh asserted. He compared the \$2.3 million projected annual investment to an annual budget process in which stake holders are interested in the benefits they will receive in the current year. People are not as interested in what will be achieved 20 years from now, he suggested.

"We've got a lot of expertise in the room, and it is incumbent on all of us to work together," he agreed. However, maybe an economic development coordinator would be more important at this point now that the town has an outline of a redevelopment plan and is looking at expenditures of \$2.3 million a year. Without a qualified professional pushing it, it's going to languish like any other plan.

Chair Hine pointed out that the \$2.3 million is not money the community is expected to fund. The Redevelopment Authority is not able to predict how much money the town will be able to get from outside sources, he noted.

Discussion continued, with Mrs. Rosner stating that it would be helpful to have information from other towns similar to South Hadley (population of around 20,000) that have accepted urban renewal plans.

Ms. McCabe confirmed there are examples of similar-sized communities with successful redevelopment plans, including Amherst and Greenfield. Boltwood Drive and the area around it was all the subject of an urban renewal plan, and the John W. Olver multi-modal transportation center and bank row were both done with the guidance of an urban renewal plan, she related.

SB Member Brezinsky said he thought it was important to incorporate some of these examples in the presentation as it is honed.

Ms. McCabe thanked all those present for their suggestions.

With respect to financing, due to the hard work of the Planning Board, the town received a 40R grant, and that money is available, Mr. Sullivan reminded. One of the rudimentary questions is how the plan affects the taxpayer and when the town begins expending tax dollars. The outcomes – such as the 105 housing units with projected new tax revenue of \$332,000 - indicate there will be some returns. There is thus some money that could reasonably be used. He referred to District Improvement Financing (DIF), a funding mechanism where taxes realized as a result of new development go back into financing additional development in the area.

The town has to make a decision at some point as to whether the conceptual plan is viable, he indicated. He thinks there are great points in the plan and things people can get very excited about. He also feels that the town needs to develop its bandwidth - its capacity - internally. He talked about models in other communities of effective working relationships between Planning Departments and Redevelopment Authorities. He mentioned the pending integration of the Gaylord Library and the South Hadley Public Library as an example of “two long-term independent silos” being successfully brought together. He doesn’t think having a firewall between the two entities makes sense in a community of only 20,000.

He expressed great appreciation for Ms. McCabe’s work, noting that she has been a great advocate for South Hadley.

6. **JOINT MEETING WITH PLANNING BOARD TO APPOINT ASSOCIATE MEMBER**

Chair Hine reviewed the process to be followed in filling the vacancy.

LARRY BUTLER

He is a new arrival from North Carolina and worked with Mr. Harris on Election Day, Mr. Butler said. Having come from Fayetteville, NC - a community of Fort Bragg and a military base - he is very familiar with Westover and the C5A’s, he quipped. He has been a contractor all his life. In North Carolina, he was an unlimited general contractor and could do any volume of work. In the last 15 years, he didn’t do public domain work because he was aligned with commercial and real estate developers that only did in-house work. Before the real estate crash of 2008, they were doing 1,400 to 1,500 houses a year, 300 condos and a million square feet of commercial space for rent, sale or lease. He sat on the other side of the table from the Planning Board.

He loved hearing everything about the revitalization plan, he enthused. Twenty years ago, Fayetteville started the same project. Everything that came from the advertisement was all generated by private investment; not one dime came from the taxpayer, he related. The greatest thing that the city council, county government and everyone did was become a cheerleader for everyone who came along, he shared.

The Planning Board has to do one thing more than anything else. They have to look at the rules and regulations and make a decision based on fact. Being new here, he’s pretty impartial.

Mrs. Rosner asked what brought him to New England.

Sitting in an airport in Raleigh, Durham with his wife in tears watching plane flights being cancelled due to snow as he was trying to get to the first birthday of a grandchild, he made up his mind, Mr. Butler responded. His two children live in Northampton. He owns a Coldwell Banker franchise in Fayetteville and bought a unit in Pine Grove. He appreciates this side of the river, he said.

Mrs. Rosner explained that associate members can only vote on certain permits, but members really want somebody who can be at all the meetings so they know what is going on.

He is looking at this as an opportunity to learn about South Hadley, Mr. Butler said. The term is three years, Mr. Harris clarified.

BENJAMIN MORGAN

He has been in South Hadley for about two and a half years. His wife is originally from Holyoke, and he moved up here from Washington, DC where he lived for 30 years. He is originally from Chicago. When his wife retired from civil service this is the place she wanted to move back to.

He is really enthusiastic about becoming a member of the Planning Board. He has a master’s degree from Northwestern University in finance, marketing and organizational behavior. He had a lot of training in the Navy and served as a department head on a submarine where he was responsible for inventory and food supply for 112 sailors. Later, he was supply officer for a submarine squadron and, as such, responsible for supplies for 23 ships. He has always been extremely strong in project management and financial management and is also a registered nurse. He has a lot of experience in data management, expressing the opinion that “it all comes down to data and the importance of data to anything we do in government.”

He had responsibility for strategic planning for major projects within the Department of Defense (DoD), he continued. Specifically, he was responsible for the Navy’s automatic identification program, which involves the use of barcodes and other technology to gather

data rapidly, accurately and efficiently. The DoD adopted many of the processes he recommended to make inventory management a reality, and local government could benefit from these techniques as well. Without a barcode, you don't know if what you are buying is counterfeit, and you can't tell if it is designed to certain specifications, he pointed out.

He wrote a depo maintenance plan for the government of Iraq (he spent 27 months there) and worked on a hospital project for the government of Bermuda. He is big on people skills and team management and likes to build lasting relationships at all levels. He wants everybody to feel when dealing with him that their needs are being taken care of and that every experience ends up being positive.

He brings a lot of commitment and enthusiasm to this exciting opportunity because goals for everyone must be within fiscal opportunity. People can't buy what they don't have money for. He stressed the importance of working within federal, state and local regulations. You have to define what success is. It isn't just money; it isn't just return on investment. It is: is it usable, is it retainable and is it sustainable.

He helped the Army G-4 (the logistics branch of the army) pass its first financial audit. The DoD is the last federal government organization that hasn't required financial audits in the past, so the army is going through its first audits.

He has been in Vietnam, Iraq and Kuwait and spent time in the Persian Gulf in capacities that all dealt with high security measures and trying to get things done in certain time frames. He is highly trained in giving briefings. . .

Chair Hine asked Mr. Morgan to talk about how he sees his skills being used on the Planning Board.

It all boils down to data, Mr. Morgan responded. When on the Planning Board, members have to determine what type of data they need, how they are going to store it, etc. Data and money and experience in writing is how he would help the Planning Board.

Chair Hine asked what he would see as an example of data that would be important to gather to help in making decisions.

Certainly money and potential sources of money, Mr. Morgan responded. He cited other facts such as cash flow, return on investment, how money is being delivered and labor unions. "Data is really the lifeblood of every firm; every government," he observed.

Mrs. Rosner asked what brought him to South Hadley, and he commented facetiously that his wife told him they were moving back.

Chair Hine opened the floor to nominations.

Mr. Cavanaugh nominated Mr. Butler. Ms. Etelman nominated Mr. Morgan.

Chair Hine called the nomination of Mr. Butler to a vote, and Mr. Hutcheson, Ms. O'Brien, Mrs. Rosner, Mr. Cavanaugh, Mr. Squire, Mr. Brezinsky, Ms. Etelman, Chair Hine and Mr. Brezinsky voted in favor. Chair Hine announced that Mr. Butler was appointed by a majority vote.

7. TOWN COMMON LIGHTING/CHAMBER OF COMMERCE REQUEST

The Selectboard has a letter from **Dale Johnston, Executive Director of the Chamber of Commerce**, requesting a donation of \$1,500 from the town to support the holiday stroll.

Chair Hine said he thought the decision should be framed in terms of a general policy as opposed to a response to an individual request. It is important to look at the decision in the context of whether a municipal government is willing/able to make donations to any non-profit. If they decide the town is not, he does not want to entertain a specific request, he explained.

One of the arguments he has made is that there are a number of organizations that raise money for the municipality, Mr. Sullivan related. Mr. Johnston will say that he is not asking for a donation, but, in fact, he is. He is asking the town to incur the expense of \$1,500 for lighting on the common. He does think that the town supports activities, Mr. Sullivan stressed. The town is going to incur the cost of police from a public safety standpoint and costs associated with DPW staff time.

In countless communities, money for similar events is all raised privately. That is much more commonplace than having a non-profit organization ask for money, he maintained.

Mr. DeToma agreed that, as much as he would like to see lights at the Town Common, there is a broader issue at stake. He said he was sorry since Mr. Johnston is a good friend of the town. SB Member Etelman agreed.

SB Member Brezinsky said he didn't think they were in a position to write a check but noted that there is a precedent for town government support of this activity in the past. The town has provided support in the form of a police cruiser escorting Santa down the street, the high school band performing, etc.

The precedent has been to provide in-kind services, not a donation of money, Ms. Etelman clarified.

From Mr. Sullivan's response, that support will continue, Chair Hine pointed out.

Mr. Johnston reviewed his six-paragraph letter. Paragraphs one through three make the standard request for use of the common on December 2nd. The Holiday Stroll is a three-hour event in a three-month long season, he pointed out. In the past, the Chamber of Commerce in conjunction with the Village Commons has contributed money to keep lighting in place for three months. The Town of South Hadley does write a check to the chamber as a chamber member. They are not asking for something illegal, he contended.

Paragraph four asked what the town has been up to in terms of trees and electrical work. Sometime during the year the town and SHELD came in and removed a couple of trees. In doing so, SHELD took away the connectivity to light the trees, so they no longer have connectivity between the rows of trees, he elaborated.

He would love to be able to reconnect the rest of the common to continue the tradition of holiday lighting, he explained. What the chamber is asking is for the town to put up a pole and have SHELD put up an extension cord so they can light the area. If the town doesn't, the chamber will put connectivity in as well as pay for the lights. If the town is not able to do so, he would request that it just allow the chamber to put a pole on town property.

Paragraph five said, "Would the Town Administrator and Selectboard consider spending \$1,500 in lighting the Town Common during the holiday season."

Chair Hine stated that there were reasons for the trees that were removed to come down. There is nothing in the letter about a pole or town connection, so he asked what specifically Mr. Johnston is requesting.

If the town would be so helpful as to put in a temporary pole and SHELD could reconnect the lights, the chamber would have the opportunity to provide lights, Mr. Johnston replied.

Chair Hine said this is not what was requested in the letter. He suggested taking it under advisement. Mr. Brezinsky said he thought they have to respond tonight since they do not meet again until December 6th. He suggested directing the Town Administrator to see if he could work it out. Respectfully, this is the result of a fairly poorly crafted letter with good intentions, he remarked. The director said that if the town is not able to pay for it, the chamber is willing to pay if simply given permission, he reminded. In his judgment, they should ask Mike to work with the DPW to accommodate the request, which involves no cost to the town.

8. TOWN ADMINISTRATOR REPORT

Ms. Etelman echoed the Town Administrator's thanks to town employees and others who were part of the voting effort in South Hadley and congratulated everyone involved. SB Member Brezinsky offered his congratulations to the 82% of voters who voted.

Two articles on the upcoming Special Town Meeting warrant relate to the General Code project underway. A draft of the updated bylaw is available on the website, Mr. Sullivan said. It is about 700 pages long, but he would like people to be as familiar as possible with it. He has asked for a summary which should be available at the next meeting. The Selectboard will have to take a vote to allow the proposed changes to go forward. He pointed out that there are very few substantive changes; primarily when bylaws have been found to be in conflict with MA General Laws or are internally inconsistent.

Town Hall was broken into Friday night, he reported. There was minor damage but it highlighted the need for increased security. People got in through a door that was supposed to be locked. In addition, People's Bank on Newton Street was robbed tonight. Police were on the scene in less than two minutes, but the perpetrator got away.

The Toth property should be deconstructed by the end of the week. The contractor was having a hard time getting permits from the town. South Hadley was listed in the top 8% of 3,500 small college communities as being one of the safest communities, he shared.

Upon motion made and seconded, the meeting was adjourned at 9:48 p.m.

RESPECTFULLY,

LAURA KRUTZLER
ADMINISTRATIVE SECRETARY

EXHIBIT A

List of Documents Reviewed at November 15, 2016 Selectboard Meeting:

1. November 15, 2016 Agenda.
2. Minutes of November 1, 2016 regular Selectboard meeting.
3. List of Candidates for South Hadley Public Library (SHPL) Board of Trustees.
4. Applications for Appointment to Board, Commission or Committee (South Hadley Public Library Board of Trustees) from Richard Matteson, M. Kimbel Harwood, Johnstone Campbell, Leslie Fields and Barbara Erwin.
5. Resume/Curriculum Vitae of Leslie Fields.
6. List of Candidates for Planning Board Associate Member.
7. Applications for Appointment to Board, Commission or Committee (Planning Board Associate Member) from Benjamin Morgan and Larry Butler.
8. Application for Change of Manager for Ledges Golf Course from Douglas Juhasz to Andy Rogers.
9. Certified Vote of South Hadley Selectboard approving Change of Manager for Ledges Golf Course from Douglas Juhasz to Andy Rogers.
10. Letter from Michael J. Sullivan to Dale Johnston re: Request for Selectboard and Town Administrator Consideration of \$1,500 Donation to South Hadley/Granby Chamber of Commerce to Support the Holiday Stroll.
11. Letter from Dale Johnston, Executive Director of the South Hadley/Granby Chamber of Commerce re: Holiday Lighting on the Town Common.
12. Town Administrator Report dated November 10, 2016.